



Billing Code: 9111-72-P

DEPARTMENT OF HOMELAND SECURITY

Federal Emergency Management Agency

Agency Information Collection Activities: Proposed Collection; Comment Request.

Docket ID: [FEMA-2013-0030; OMB No. 1660-0046]

AGENCY: Federal Emergency Management Agency, DHS.

ACTION: Notice.

SUMMARY: The Federal Emergency Management Agency, as part of its continuing effort to reduce paperwork and respondent burden, invites the general public and other Federal agencies to take this opportunity to comment on a revision of a currently approved information collection. In accordance with the Paperwork Reduction Act of 1995, this notice seeks comments concerning enrollment for students and score assessments for FEMA's Independent Study Program.

DATES: Comments must be submitted on or before [INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER].

ADDRESSES: To avoid duplicate submissions to the docket, please use only one of the following means to submit comments:

(1) Online. Submit comments at [www.regulations.gov](http://www.regulations.gov) under Docket ID FEMA-2013-0030. Follow the instructions for submitting comments.

(2) Mail. Submit written comments to Docket Manager, Office of Chief Counsel, DHS/FEMA, 500 C Street, SW., Room 840, Washington, DC 20472-3100.

All submissions received must include the agency name and Docket ID.

Regardless of the method used for submitting comments or material, all submissions will

be posted, without change, to the Federal eRulemaking Portal at

<http://www.regulations.gov>, and will include any personal information you provide.

Therefore, submitting this information makes it public. You may wish to read the Privacy

Act notice that is available via the link in the footer of [www.regulations.gov](http://www.regulations.gov).

FOR FURTHER INFORMATION CONTACT: Dana Moat, Training Specialist,

Emergency Management Institute, 301-447-1922. You may contact the Records

Management Division for copies of the proposed collection of information at facsimile number

(202) 646-3347 or email address: [FEMA-Information-Collections-](mailto:FEMA-Information-Collections-Management@dhs.gov)

[Management@dhs.gov](mailto:Management@dhs.gov).

SUPPLEMENTARY INFORMATION: FEMA's Emergency Management Institute

(EMI) provides a wide variety of training to emergency management personnel

throughout the country. The EMI Independent Study (IS) Program is part of the FEMA

training program authorized under section 611(f) of the Robert T. Stafford Disaster Relief

and Emergency Act, Public Law 93-288 as amended. These courses are offered online

by the Emergency Management Institute (EMI). The IS Program provides valuable

training to Federal, State, local and Tribal emergency management personnel and the

general citizenry of the United States without having to attend a resident course at EMI,

or at a State-sponsored course. The IS program also includes a course on the National

Incident Management System (NIMS). The National Incident Management System is

our nation's incident management system. Homeland Security Presidential Directive 5,

"Management of Domestic Incidents" requires the adoption of NIMS by all Federal

departments and agencies. This directive also requires that Federal preparedness

assistance funding for States, Territories, local jurisdictions and Tribal entities be dependent on being NIMS compliance.

Collection of Information

Title: Emergency Management Institute (EMI) Independent Study Course Enrollment Application.

Type of Information Collection: Revision of a currently approved information collection

FEMA Forms: FEMA Form 064-0-9, Emergency Management Institute (EMI) Independent Study Course Enrollment Application.

Abstract: The IS program office collects data from FEMA Form 064-0-9 to create and update student records and provide students with credit for training completion. The system also allows FEMA to track completions and failures of course exams. The data on the electronic form will be encrypted and sent to the server to be parsed into the Independent Study database.

Affected Public: Individuals and households, business or other for-profit, not for profit institutions, farms, Federal government, State, local or tribal government.

Number of Respondents: 2,148,746

Number of Responses: 8,594,984

Estimated Total Annual Burden Hours: 4,297,492

Estimated Cost: There are no annual capital, start-up, and operation or maintenance costs associated with this collection.

Comments

Comments may be submitted as indicated in the ADDRESSES caption above.

Comments are solicited to (a) evaluate whether the proposed data collection is necessary for the proper performance of the agency, including whether the information shall have practical utility; (b) evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used; (c) enhance the quality, utility, and clarity of the information to be collected; and (d) minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

Dated: July 23, 2013

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**Charlene D. Myrthil**

Director, Records Management Division,

Mission Support Bureau,

Federal Emergency Management Agency,

Department of Homeland Security.

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